

# Information on Employees' Unemployment Insurance Coverage

Employer name

Employer DUA ID #

Address

Employees of this business or organization are covered by Unemployment Insurance, a program financed entirely by Massachusetts employers. No deductions are made from your salary to cover the cost of your Unemployment Insurance benefits.

If you lose your job, you may be entitled to collect Unemployment Insurance. Outlined below is the information you need in order to file a claim for Unemployment Insurance benefits.



## Before you file

Your employer will give you a copy of the pamphlet: How to File for Unemployment Insurance Benefits, supplied by the Massachusetts Department of Unemployment Assistance (DUA). On the front of the pamphlet is a space to write down your employer's DUA identification number. That number is shown at the top of this poster. Having the number will help in the filing of your claim.

## TELECLAIM



## You can file over the telephone

Unemployment Insurance services are available by telephone. You can file a new claim for Unemployment Insurance, reopen a current claim, be interviewed if there are issues that affect your eligibility, obtain up-to-date information on the status of your claim and benefit payment, resolve problems, and sign up for direct deposit — all by telephone. To file your claim by telephone, call the TeleClaim Center at 1-877-626-6800 from area codes 351, 413, 508, 774, and 978; or 1-617-626-6800 from any other area code.

You will be asked to enter your social security number and the year you were born. You will then be connected to an agent who will take the information necessary to file your claim.

If the last digit of your Social Security number is:	Assigned Day to Call Teleclaims is:
0, 1	Monday
2, 3	Tuesday
4, 5, 6	Wednesday
7, 8, 9	Thursday
Any last digit	Friday

**Note:** During peak periods from Monday through Thursday, call scheduling may be implemented, providing priority for callers based on the last digit of their Social Security Number. This helps ensure that you and others can get through to the TeleClaims Center in a timely manner. Please check the schedule on the left before calling.

## WALK-IN



## You can file your claim in person

Unemployment Insurance Walk-In services are available at One-Stop Career Centers in communities throughout Massachusetts. Services include assistance with filing a new claim for Unemployment Insurance, reopening an existing claim, or resolving problems with your current claim.

For the address of the nearest UI Walk-In service, call **617-626-6560**. After hearing the greeting, enter the number **331** on the keypad of a touch tone telephone. When you are asked to do so, enter the first five digits of your zip code. You will be given the address of the nearest Walk-In service. You can also find the addresses of all Walk-In services in Massachusetts on the DUA web site at [www.mass.gov/dua](http://www.mass.gov/dua). Select "Find UI Walk-In Services" on the home page.

This poster includes important information on how to file a claim for Unemployment Insurance benefits.

Эта афиша содержит важную информацию о том, как подать документы для получения пособия по безработице.

本海报包括如何建立失業保險福利檔案的重要資訊。

Este cartel incluye información importante sobre cómo entablar un reclamo por beneficios de Seguro de Desempleo.

Pancad sa ginyin infòmacion ki impòtan o sigè dé ki gan pou fè yon déman pou asirans pou moun ki pap travay yo.

Il presente poster include importante materiale informativo su come presentare domanda circa la riscossione di un premio assicurativo per Disoccupazione.

Bảng thông cáo này có nhiều tài liệu quan trọng về quyền lợi và trách nhiệm của bạn trong chương trình bảo hiểm cho người thất nghiệp. Hãy nhớ người dịch ra cho bạn.

Este cartaz inclui informação importante sobre como preencher uma reclamação para os benefícios de segurança dos desempregados.

ក្រដាសប្រកាសនេះមានរូបខ័ណ្ឌសំខាន់ៗសម្រាប់ស្វែងរកសេវាប្រឹក្សា

ដាក់តាមស្តីពីរបៀបនាំមកនូវសេវាប្រឹក្សាសម្រាប់អ្នកដែលបាត់ការងារ

ກະណាខ្មែរនេះនឹងជួយអ្នកដឹងពីរបៀបដាក់ប្រតិបត្តិការ

**IMPORTANT** Massachusetts General Law, Chapter 151A, Section 62A requires that this notice be displayed at each site operated by an employer, in a conspicuous place, where it is accessible to all employees. It must include the name and mailing address of the employer and the identification number assigned to the employer by the Department of Unemployment Assistance.



THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT  
DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. For hearing impaired relay services call 1-800-439-0183 or 711